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STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Health / Disease Outbreak Control Div / Public Health Prep
Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

<p>1. Describe the goods, services, or construction to be procured.</p> <p>Plan, develop and maintain a statewide hospital/healthcare preparedness system that includes all of Hawaii's hospitals and licensed healthcare facilities and build upon the previous years' work on medical surge capabilities through planning, acquisition of equipment, supplies and training exercises of personnel in accordance with the Hospital Preparedness Program (HPP) federal cooperative agreement. This is for the fourth year of the five year project period (from 07/01/2012 to 06/30/2017).</p>	
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<p>2. Vendor/Contractor/Service Provider Name:</p> <p>Hawaii Hospital Education and Research Foundation (HHERF)</p>	<p>3. Amount of Request:</p> <p>est. \$950,000 per year</p>
<p>4. Term of contract (shall not exceed 12 months), if applicable:</p> <p>From: <u>7/1/2015</u> To: <u>6/30/2016</u></p>	<p>5. Prior SPO-001, Sole Source (SS) No.:</p> <p>SS14-029S</p>

<p>6. Describe in detail the following:</p> <p>a. The unique features, characteristics, or capabilities of the goods, service or construction.</p> <p>The Hawaii Hospital Education and Research Foundation (HHERF) is an affiliate of the Healthcare Association of Hawaii (HAH), which is the sole organization representing all of Hawaii's hospitals. HAH has, within its operating structure, an Emergency Management Committee (EMC) that is responsible for fostering mutual support, integration, coordination and the development of emergency management activities amongst all of Hawaii's hospitals and other HAH coalition members; including acute care, long-term care and home care facilities.</p> <p>b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department</p> <p>According to the HPP federal cooperative agreement, hospitals and other healthcare provider organizations must be able to work not only within their own facilities, but as a coordinated, integrated response system during a medical and public health emergency. HHERF shares the same board members with the HAH, since the members of both organizations are the same hospitals and health systems in Hawaii. Having the EMC coalition members within HAH under its control, is the most essential feature for the Department of Health (DOH) in order for it to meet its requirements under the federal cooperative agreement and to accomplish its mission.</p>	
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7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

HHERF and its affiliate, HAH, is well-known to the DOH as the sole organization representing all of Hawaii's hospitals statewide. Although it is mutually beneficial of hospitals and healthcare systems to work collaboratively to ensure favorable public health and medical outcomes, HHERF is the only provider who can coordinate the required effort. Approximately 90% of Hawaii's hospitals are private entities and play critical roles in supporting the DOH's public health and medical needs within the community.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

Due to the existence of the EMC coalition structure within HAH, out-of-state providers were not considered suitable.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
James Wasa	DOCD/Health	(808) 586-8305	james.wasa@doh.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature

10/16/14

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 10/17/2014

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 7/1/15 to 6/30/16 (1 year) and is based on the department's representation that the Hawaii Education Research Foundation is an affiliate of the Healthcare Association of Hawaii, which is the sole source organization representing all of Hawaii's hospitals.


Sole source contracts in excess of \$100,000 required cost or pricing data pursuant to HAR chapter 3-122, subchapter 15, and is required to be documented in the procurement/contract file. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Stanton Mato at 586-0566, or stanton.d.mato@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required


Chief Procurement Officer Signature

10/23/14
Date